

All High Risk Training Pty Ltd  
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RTO Provider No: 91463

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## Fee Protection for Learners Policy

The purpose of this policy is to ensure that All High Risk Trainings' management, staff, trainers, assessors and Third Party Agreements are aware of the procedure to be followed when collecting learner fees.

### Fee Protection Procedure

Our RTO All High Risk Training Pty Ltd requires either directly or through our third party partnering agreements, a trainer, assessor, third party agreement is not to collect fees in excess of a total of \$1500 (being the threshold prepaid fee amount) prior to the commencement date of training and/or assessment services.

In the event of a Third Party Agreement collecting fees in advance exceeding \$1500.00 per learner the Third Party Agreement must notify the CEO, Sarah Brennan to arrange a holding of fees in a protected account until the course for the learner is completed.

Our RTO must meet the requirements outlined in the Requirements for Fee Protection in Schedule 6 of the A.S.Q.A Standards.

All High Risk Training Pty Ltd requires that all fees collected on behalf of All High Risk Training must be protected in the event of a cancellation, refund or appeal process requiring the reimbursement of fees to the learner.

*Sarah Brennan*  
*Chief Executive Officer*